

PAMEC/MEC  
User Account Management  
Guide

PAMEC/MEC  
Version 4.0

Tuesday, June 29, 2010

# 1 PAMEC registration process

## 1.1 The main page opens at the beginning of the registration process. The user would select which type of user they are registering.

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

## MEC Registration

Welcome to the registration website for both the Mississippi Electronic Courts (MEC) system and the Public Access to Mississippi Electronic Courts (PAMEC) system. This site was developed to take care of your registration needs quickly, safely, and securely.

For attorney users, this site will enable you to register for both MEC and PAMEC in one easy process. The registration information for MEC will be sent via email after credentialing is completed.

For non-attorney users, this site will enable you to register for PAMEC and enjoy the benefits of being a registered user. The links on your left will navigate you through this site.

Please select your User Type to enter a new registration:

Attorney  Non-Attorney

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## 1.2 The Attorney Personal Information Screen requires the user to enter information including specific attorney validation data.

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

## MEC and PAMEC Registration - Personal Information

Enter the following information to register a new user:  
\* indicates a required field.

\* First name John  
Middle name T.  
\* Last name Doe  
Suffix  
\* Gender Male  
This is required for document generation verbiage.

\* Pro Hac Vice Attorney No  
If admitted pro hac vice, select "Yes"  
\* Bar Number or System ID 7189  
Pro Hac Vice enters System ID.  
\* Bar State MISSISSIPPI  
\* Bar Admittance Date 06/1993  
ex: mm/yyyy  
Not required for pro hac vice

\* Date of Birth: 01/09/1951  
ex: mm/dd/yyyy

\* Primary Email Address betsy.ward@its.ms.gov  
ex: abc@abc.com

\* Confirm Email Address betsy.ward@its.ms.gov  
ex: abc@abc.com

\* Email Format HTML  
\* Email Frequency Summary Report

\* PAMEC Preferred User Id jd1234  
Must be 2 characters and 4 numbers

\* PAMEC Password \*\*\*\*\*  
\* PAMEC Confirm Password \*\*\*\*\*  
Must be 6 characters long and include at least one letter and one number.

**1.3 The MEC User Id and Password screen allows the user to see their system generated MEC User Id. It also allows the user to enter their MEC password.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

**PAMEC Registration - MEC User Id and Password**

You will be issued the following User IDs upon completion of this registration:

MEC User Id - jd7189M  
PAMEC User Id - jd1234

The password for PAMEC and MEC CAN match. Click the check-box to use the same password for your MEC User ID as you entered on the previous screen for your PAMEC User ID.

Click to set MEC password to the same as the PAMEC password

MEC Password   
Confirm MEC Password

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**1.4 If the user chooses to set the MEC password to the same as the PAMEC password then the password boxes are removed from the screen.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

**PAMEC Registration - MEC User Id and Password**

You will be issued the following User IDs upon completion of this registration:

MEC User Id - jd7189M  
PAMEC User Id - jd1234

The password for PAMEC and MEC CAN match. Click the check-box to use the same password for your MEC User ID as you entered on the previous screen for your PAMEC User ID.

Click to set MEC password to the same as the PAMEC password

**1.5 The Organization Information screen allows the user to specify an organization type and address information. By entering a valid US zip code the city and state fields will be populated automatically.**

**1.6 The Add Secondary Email Addresses screen allows the user to enter any additional email addresses that they would like to associate with the MEC user. This step is not required and the user can bypass this step by clicking the “Skip” button.**

**1.7 The Security Questions screen allows the user to choose a security question to answer which can be used to reset the password for the account.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

**MEC and PAMEC Registration - Security Questions**

Please review the following information to continue with the registration of a new user:  
\* indicates a required field.

\* **Security Question:** What is the name of your first pet? ▾  
\* **Security Answer:** buddy

**1.8 The Terms and Conditions screen requires the user to agree to the specified terms and conditions before the registration process can be completed. This is the last step in the registration process. The user cannot proceed until the check box is selected.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

**MEC Registration - Terms and Conditions**

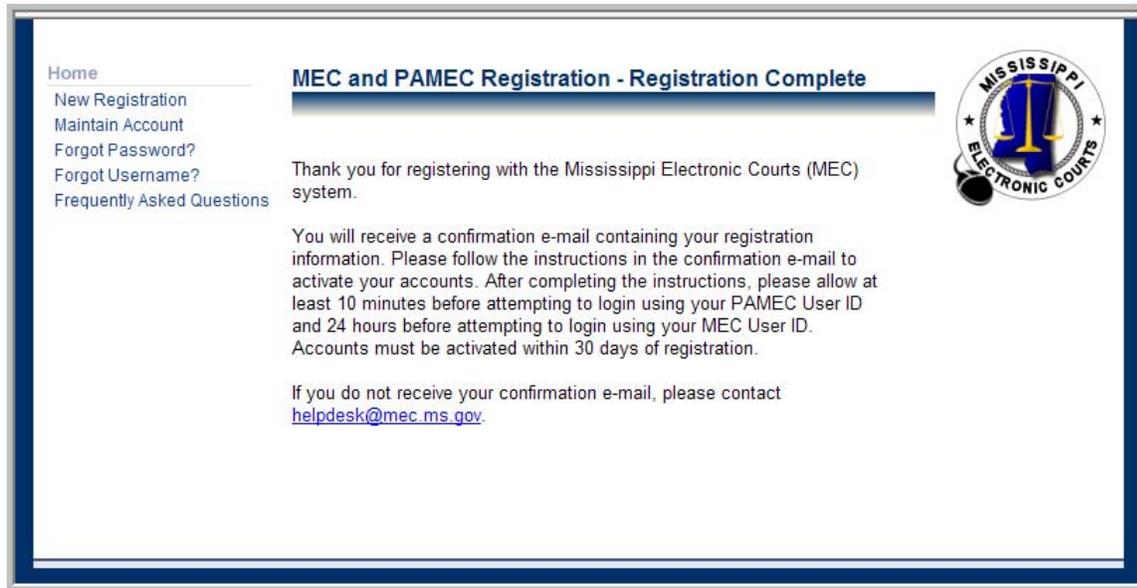
Please review the following information to continue with the registration of a new user:  
\* indicates a required field.

1. This system is for use only in cases in those courts which have adopted and implemented the MEC by local rule. It may be used to file and view electronic documents, docket sheets, and notices.
2. Pursuant to Mississippi Rule of Civil Procedure 11, every pleading, motion, and other paper (except list, schedules, statements or amendments thereto) shall be signed by at least one attorney of record or, if the party is not represented by an attorney, all papers shall be signed by the party. An attorney's password issued by the MEC combined with the user's identification, serves as and constitutes the attorney signature. Therefore, an attorney must protect and secure the password issued by the MEC. If there is any reason to suspect the password has been compromised in any way, it is the duty and responsibility of the attorney to immediately notify the AOC. This should include the resignation or reassignment of the person with authority to use the password. The attorney should change the password immediately.
3. An attorney's registration will constitute a waiver of conventional service of documents. The attorney agrees to accept service of notice on behalf of the client of the electronic filing as set forth in the Administrative Procedures.
4. The undersigned attorney agrees to abide by the most recent Administrative Procedures for Mississippi Electronic Court System, and all technical and procedural requirements set forth therein.
5. I must provide accurate and complete information in registering for this account. I will promptly inform the MEC Helpdesk of any changes to that information.
6. The PAMEC account being registered is for my use only, unless specifically designated otherwise on the registration form. I am responsible for preventing unauthorized use of the account. If I believe there has been unauthorized use, I must notify the PAMEC Helpdesk immediately by emailing [helpdesk@mec.ms.gov](mailto:helpdesk@mec.ms.gov).
7. The Mississippi Electronic Courts reserve(s) the right to:
  - \* Reject an account registration request that the PAMEC Helpdesk determines to be related to a suspended PAMEC account.
  - \* Suspend service to an account if any part of the information provided as part of this account registration process is fraudulent. Information about the account and any accounts determined to be related to it may be turned over to law enforcement authorities.
  - \* Suspend or reduce service to, or otherwise restrict access to PAMEC by, any account that causes an unacceptable level of congestion or a disruption to the operations of MEC, PAMEC, a Mississippi court, or another PAMEC customer.
  - \* Suspend service to an account at any time that MEC or a court determines the action is necessary to prevent fraud or to maintain the security of its computer systems and networks.
8. An account determined to be related to an account that has been subject to an action outlined above may also be subject to the same action. Accounts may be determined to be related based on information obtained during registration process or other contact with MEC, PAMEC, or the Helpdesk.
9. If these Terms and Conditions change in a significant way, information regarding the changes will be posted on the MEC web site ([www.mssc.state.ms.us/mec/mec.html](http://www.mssc.state.ms.us/mec/mec.html)). It is the account holder's responsibility to check these Terms and Conditions regularly for changes. Continued use of the system following the posting of changes will mean that the account holder accepts and agrees to the changes.

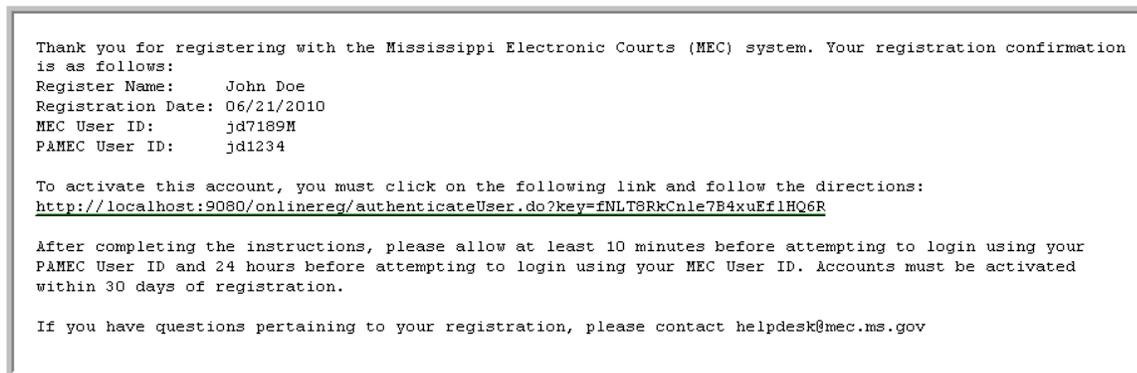
To print this page, please click here - [Terms and Conditions](#)

\*  By submitting this registration form, I agree to abide by the rules listed above.

**1.9 The Registration Complete screen is displayed once the user has completed the registration process.**



*At this point the user's account is in a "Pending Email Confirmation" status. The user must retrieve the system generated email and click on the link in the email to activate the account.*



**1.10 The Attorney Account Authentication Complete screen is displayed when the user clicks the link in the registration email. Once the user has done this, the account is now “Active” and the user can login to the Registration application to maintain their account. The PAMEC account is also available for use within the next ten (10) minutes of activating the account. The MEC account is available for use within 24 hours of activating the account.**

Home

- New Registration
- Maintain Account
- Forgot Password?
- Forgot Username?
- Frequently Asked Questions

### PAMEC Registration - Account Authentication Complete

Your account is now active. Please allow at least 10 minutes before attempting to login using your PAMEC User ID and 24 hours before attempting to login using your MEC User ID.

If you have any problems or questions, please contact MEC support at [helpdesk@mec.ms.gov](mailto:helpdesk@mec.ms.gov).



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## 2 Non Attorney Registration

### 2.1 The Personal Information screen allows the user to enter their personal information.

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Personal Information

Enter the following information to register a new user:  
\* indicates a required field.

\* First name

Middle name

\* Last name

Suffix

\* Gender

This is required for document generation verbiage.

\* Date of Birth:   
ex: mm/dd/yyyy

\* Primary Email Address   
ex: abc@abc.com

\* Confirm Email Address   
ex: abc@abc.com

\* PAMEC Preferred User Id   
Must be 2 characters and 4 numbers

\* PAMEC Password

\* PAMEC Confirm Password   
Must be 8 characters long and include at least one letter and one number.

### 2.2 The Organization Information screen allows the user to specify an organization type and address information. By entering a valid US zip code the city and state fields will be populated automatically.

[Home](#)

- [New Registration](#)
- [Maintain Account](#)
- [Forgot Password?](#)
- [Forgot Username?](#)
- [Frequently Asked Questions](#)

## PAMEC Registration - Organization Information



Enter the following information to register a new user.  
\* indicates a required field.

- \* **Organization Type**
- Firm
  - Company
  - Individual
  - Government Agency
  - State Agency

\* **Organization Name**   
Not required for Individual

**Department/Unit**

\* **Zip Code**   
This populates the City and State values

\* **Mailing Address 1**

**Mailing Address 2**

**Mailing Address 3**

**City, State** TUPELO, MS

\* **Primary Phone**   
ex: 601-555-1234

**Secondary Phone**   
ex: 601-555-1234

**Fax Number**   
ex: 601-555-1234

**2.3 The Security Questions screen allows the user to choose a security question to answer which can be used to reset the password for the account.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

**PAMEC Registration - Security Questions**

Please review the following information to continue with the registration of a new user:  
\* indicates a required field.

\* Security Question: In what city where you born?  
\* Security Answer: luka

Enter

**2.4 The Terms and Conditions screen requires the user to agree to the specified terms and conditions before the registration process can be completed. This is the last step in the registration process. The user cannot proceed until the check box is selected.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

**PAMEC Registration - Terms and Conditions**

Please review the following information to continue with the registration of a new user:  
\* indicates a required field.

1. I must provide accurate and complete information in registering for this account. I will promptly inform the PAMEC Helpdesk of any changes to that information.
2. The PAMEC account being registered is for my use only, unless specifically designated otherwise on the registration form. I am responsible for preventing unauthorized use of the account. If I believe there has been unauthorized use, I must notify the PAMEC Helpdesk immediately by emailing [helpdesk@mec.ms.gov](mailto:helpdesk@mec.ms.gov).
3. The Mississippi Electronic Courts reserve(s) the right to:
  - \* Reject an account registration request that the PAMEC Helpdesk determines to be related to a suspended PAMEC account.
  - \* Suspend service to an account if any part of the information provided to PAMEC as part of this account registration process is fraudulent. Information about the account and any accounts determined to be related to it may be turned over to law enforcement authorities.
  - \* Suspend or reduce service to, or otherwise restrict access to PAMEC by, any account that causes an unacceptable level of congestion or a disruption to the operations of PAMEC, a Mississippi court, or another PAMEC customer.
  - \* Suspend service to an account at any time that PAMEC or a court determines the action is necessary to prevent fraud or to maintain the security of its computer systems and networks.
4. An account determined to be related to an account that has been subject to an action outlined above may also be subject to the same action. Accounts may be determined to be related based on information obtained by the PAMEC Helpdesk during registration or other contact with MEC, PAMEC, or the PAMEC Helpdesk.
5. If these Terms and Conditions change in a significant way, information regarding the changes will be posted on the MEC web site ([www.mssc.state.ms.us/mec/mec.html](http://www.mssc.state.ms.us/mec/mec.html)). It is the account holder's responsibility to check these Terms and Conditions regularly for changes. Continued use of PAMEC following the posting of changes will mean that the account holder accepts and agrees to the changes.

To print this page, please click here - [Terms and Conditions](#)

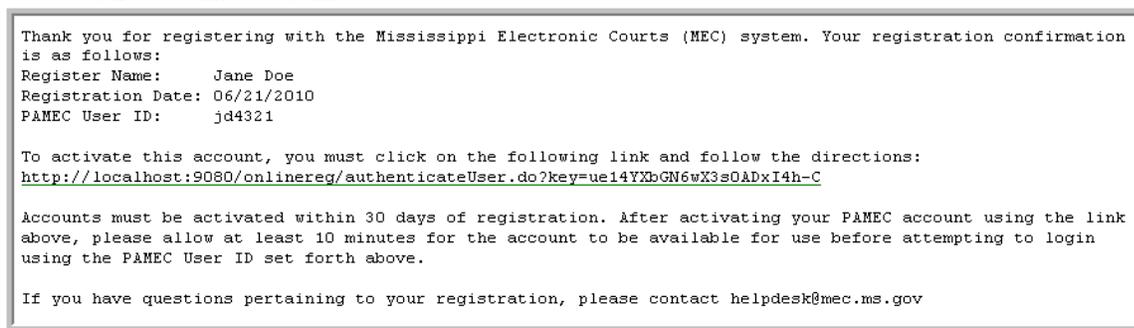
By submitting this registration form, I agree to abide by the rules listed above.

Enter

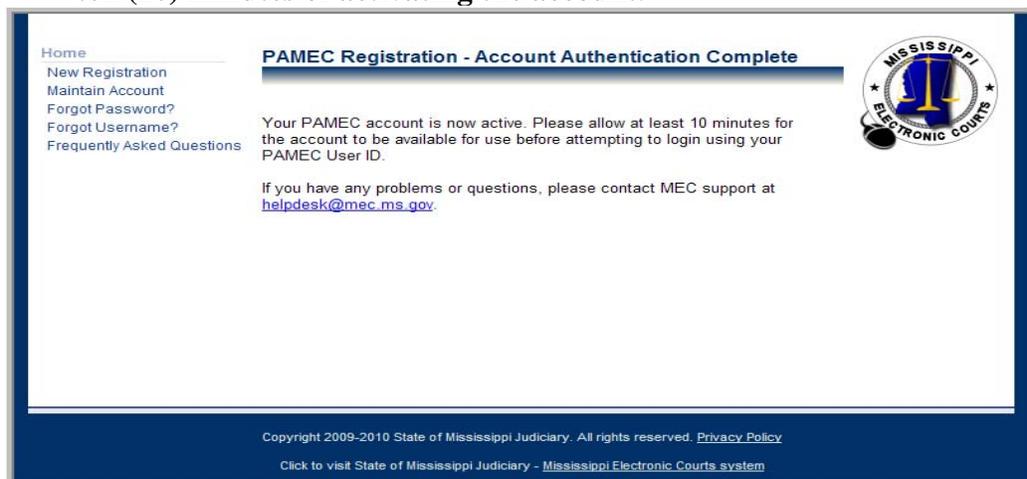
**2.5 The Registration Complete screen is displayed once the user has completed the registration process. The application generates an email confirmation containing some of the user’s registration information. This email is sent to the email address used during registration process.**



**2.6 At this point the user’s account is in a “Pending Email Confirmation” status. The user must retrieve the system generated email and click on the link in the email to activate the account.**



**2.7 The Non-Attorney Account Authentication Complete screen is displayed when the user clicks the link in the registration email. Once the user has done this, the account is updated to “Active” and the user can login to the Registration application to maintain their account. The PAMEC account is also available for use within the next ten (10) minutes of activating the account.**



### 3 Maintain Account

- 3.1 The Login screen is displayed when the user selects the “Maintain Account” link. This screen allows the user to login to the Registration system to maintain their account data. This includes any information that was entered by the user during the registration process excluding the User Id and the Bar information for attorney users. The username and password is required and must match in order to proceed. The username is not case sensitive but the password is case sensitive.

The screenshot shows the 'MEC Registration - Maintain Account' page. On the left is a navigation menu with links: Home, New Registration, Maintain Account, Forgot Password?, Forgot Username?, and Frequently Asked Questions. The main content area has a header 'MEC Registration - Maintain Account' and a welcome message: 'Welcome to the maintenance section of the PAMEC system. Once logged in, you will be able to update and maintain you user account data like personal information and account details.' Below this is a login form with the prompt 'Enter the following criteria to login: \* indicates a required field.' The form includes two input fields: '\* Username' with the value 'jd1234' and '\* Password' with masked characters. A yellow 'Enter' button is positioned below the fields. The Mississippi Electronic Courts logo is in the top right corner.

- 3.2 The Maintain User Menu screen allows the user to select the specific item that they would like to modify. The menu items displayed are specific to the type of user that is logged in. The *Logout* button returns the user to the home page.

The screenshot shows the 'MEC and PAMEC Registration - Maintain User' page for an attorney. The navigation menu is the same as in the previous screenshot. The main content area has a header 'MEC and PAMEC Registration - Maintain User' and a prompt: 'Please use the buttons below to select the area of information that you would like to update.' There are five yellow buttons with corresponding descriptions: 'Personal' (Update your name, date of birth, primary email address, and PAMEC password), 'Organization' (Update the Organization name, address, and contact phone numbers), 'MEC Password' (Update the MEC Password), 'Secondary Emails' (Update the secondary email addresses associate to MEC), and 'Security Question' (Update the security question and answer for the account). A 'Logout' button is at the bottom with the text 'Logout of the PAMEC system.' The Mississippi Electronic Courts logo is in the top right corner.

Attorney Maintain User Menu Screen

The screenshot shows the 'PAMEC Registration - Maintain User' page for a non-attorney. The navigation menu is the same as in the previous screenshot. The main content area has a header 'PAMEC Registration - Maintain User' and a prompt: 'Please use the buttons below to select the area of information that you would like to update.' There are four yellow buttons with corresponding descriptions: 'Personal' (Update your name, date of birth, primary email address, and PAMEC password), 'Organization' (Update the Organization name, address, and contact phone numbers), 'Security Question' (Update the security question and answer for the account), and 'Logout' (Logout of the PAMEC system). The Mississippi Electronic Courts logo is in the top right corner. At the bottom, there is a footer with copyright information: 'Copyright 2009-2010 State of Mississippi Judiciary. All rights reserved. Privacy Policy' and a link: 'Click to visit State of Mississippi Judiciary - Mississippi Electronic Courts system'.

Non-Attorney Maintain User Menu Screen

## 4 Maintain Account – Personal Information Screen

- 4.1 The Personal Information screen is displayed for an attorney and non-attorney user after the user selects the “Personal” tab. An attorney will see the Bar information they entered during the registration process but the data is not editable. The User Id is not editable for the attorney or the non-attorney user. All of the other fields are editable.

For an Attorney user, if the user has selected to keep their PAMEC and MEC passwords in sync, then a message is displayed reminding the user of that synchronization.

The screenshot shows the 'MEC and PAMEC Registration - Personal Information' form. The navigation menu on the left includes: Home, New Registration, Maintain Account, Forgot Password?, Forgot Username?, and Frequently Asked Questions. The main content area contains the following fields and options:

- First name:** John
- Middle name:** T.
- Last name:** Doe
- Suffix:** (empty)
- Gender:** Male (dropdown menu)
- Pro Hac Vice Attorney:** No
- Bar Number or System ID:** 7189
- Bar State:** MISSISSIPPI
- Bar Admittance Date:** 06/1993
- Date of Birth:** 01/09/1951 (with example: mm/dd/yyyy)
- Primary Email Address:** betsy.wardabc@its.ms.gov (with example: abc@abc.com)
- Confirm Email Address:** betsy.wardabc@its.ms.gov (with example: abc@abc.com)
- Email Format:** HTML (dropdown menu)
- Email Frequency:** Summary Report (dropdown menu)
- PAMEC Preferred User Id:** jd1234
- PAMEC Password:** (masked with dots)
- PAMEC Confirm Password:** (masked with dots)

A red-bordered box contains the following text: "You have chosen to keep your PAMEC and MEC passwords in sync. Please note if you change your PAMEC password, your MEC password will be changed also. Use the 'MEC Password' menu option to remove the synchronization." At the bottom are 'Save' and 'Cancel' buttons. The Mississippi Electronic Courts logo is in the top right corner.

The screenshot shows the 'PAMEC Registration - Personal Information' form. The navigation menu on the left includes: Home, New Registration, Maintain Account, Forgot Password?, Forgot Username?, and Frequently Asked Questions. The main content area contains the following fields and options:

- First name:** Jane
- Middle name:** (empty)
- Last name:** Doe
- Suffix:** (empty)
- Gender:** Female (dropdown menu)
- Date of Birth:** 01/01/1980 (with example: mm/dd/yyyy)
- Primary Email Address:** betsy.ward@its.ms.gov (with example: abc@abc.com)
- Confirm Email Address:** betsy.ward@its.ms.gov (with example: abc@abc.com)
- PAMEC Preferred User Id:** jd4321
- PAMEC Password:** (masked with dots)
- PAMEC Confirm Password:** (masked with dots)

A note at the bottom states: "Must be 8 characters long and include at least one letter and one number." At the bottom are 'Save' and 'Cancel' buttons. The Mississippi Electronic Courts logo is in the top right corner. The footer contains: "Copyright 2009-2010 State of Mississippi Judiciary. All rights reserved. Privacy Policy. Click to visit State of Mississippi Judiciary - Mississippi Electronic Courts system"

## 5 Maintain Account – Organization Information Screen

- 5.1 The Organization Information screen is displayed with the user’s information that was entered during the registration process. All of the fields are editable except the city and state that are populated by the zip code value.

Home

- New Registration
- Maintain Account
- Forgot Password?
- Forgot Username?
- Frequently Asked Questions

### MEC and PAMEC Registration - Organization Information



Enter the following information to register a new user:  
\* indicates a required field.

\* Organization Type  Firm  
 Company  
 Individual  
 Government Agency  
 State Agency

\* Organization Name   
Not required for Individual

Department/Unit

\* Zip Code   
This populates the City and State values

\* Mailing Address 1   
Mailing Address 2   
Mailing Address 3

City, State JACKSON, MS

\* Primary Phone   
ex: 601-555-1234

Secondary Phone   
ex: 601-555-1234

Fax Number   
ex: 601-555-1234

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## 6 Maintain Account – Secondary Email Screen

- 6.1 The Secondary Email screen is only displayed to Attorney users. The user has the ability to delete/remove any email address that has been associated to this user. They can also add new secondary email addresses.

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Add Secondary Email Addresses

Please enter any secondary email addresses you would like to associate with this user.

The primary email (*betsy.wardabc@its.ms.gov*) can not be entered as a secondary email address. Five additional secondary email addresses may be added to your account.

Secondary Email Address

ex: abc@abc.com

\* Email Format HTML

\* Email Frequency Per Filing

Displayed below are all of the secondary email addresses associated with this user.

[\[Delete\]](#) abc@abc.com  
[\[Delete\]](#) abc01@abc.com

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## 7 Maintain Account – Security Questions Screen

- 7.1 The Security Questions screen allows the user to update their security question and /or answer in order to maintain their PAMEC account. The screen is the same for Attorney and Non-Attorney users.

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Security Questions

Please review the following information to continue with the registration of a new user:  
\* indicates a required field.

\* Security Question: What is the name of your first pet?

\* Security Answer: buddy

## 8 Forgot Password

**8.1 The Forgot Password User Id screen allows the user to enter their User Id that they specified at registration and then answer their security questions to reset their password.**

The screenshot shows a web page titled "PAMEC Registration - Forgot Password". On the left is a navigation menu with links: Home, New Registration, Maintain Account, Forgot Password?, Forgot Username?, and Frequently Asked Questions. The main content area contains the text: "Please enter the User Id associated with your PAMEC account, then click Enter." Below this is a text input field labeled "\* User Id" containing the value "bw0003". A note below the field states "\* indicates a required field." At the bottom right of the form is a yellow "Enter" button. The Mississippi Electronic Courts logo is in the top right corner.

**8.2 The Forgot Password Security Questions screen allows the user to enter their answer to the security questions displayed. If the user answers them correctly, then they will have the ability to reset the password to the account.**

The screenshot shows a web page titled "PAMEC Registration - Forgot Password". On the left is a navigation menu with links: Home, New Registration, Maintain Account, Forgot Password?, Forgot Username?, and Frequently Asked Questions. The main content area contains the text: "Please answer the following questions associated with your PAMEC account, then click Enter." Below this is a note: "\* indicates a required field." The form includes three fields: "Security Question: What is the name of your first pet?", "\* Security Answer:" with an empty text input field, and "\* Date of Birth:" with an empty text input field and a small example "ex: mm/dd/yyyy" below it. A yellow "Enter" button is at the bottom right. The Mississippi Electronic Courts logo is in the top right corner.

**8.3 The Forgot Password Reset screen allows the user to enter a new password for the account. The password must follow the standard password edits of eight (8) alphanumeric characters and include at least one letter and one number. Once the user proceeds to the next screen, the password on the account is changed and a “successful” page is displayed to the user.**

**An Attorney user will be reminded that their PAMEC and MEC passwords are in sync if the user chose that option upon registration. This message is only displayed if the user selected to keep the passwords in sync.**

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Forgot Password

Please enter your new password, then click Enter. Your new password must be eight (8) alphanumeric characters and include at least one letter and one number.  
\* indicates a required field.

\* New PAMEC Password

\* New PAMEC Confirm Password

You have chosen to keep your PAMEC and MEC passwords in sync. Please note when you change your PAMEC password, your MEC password will be changed also. Use the "MEC Password" menu option after you login to remove the synchronization.

Enter

Home  
New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Forgot Password

Thank you for using the Mississippi Electronic Courts system. Your password has been reset.

## 9 Forgot Username

9.1 The Forgot Username screen allows the user to enter and confirm their email address that they specified at registration. The system will email the user id associated to the entered email address.

Home

New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Forgot Username

Please enter the e-mail address associated with you PAMEC account, then click Enter. We will email you the associated user id to this e-mail address.  
\* indicates a required field.

\* Email address

\* Confirm Email address

Home

New Registration  
Maintain Account  
Forgot Password?  
Forgot Username?  
Frequently Asked Questions

### PAMEC Registration - Forgot User Id

Thank you for using the Mississippi Electronic Courts system. You should receive a email with your User Id.

New Memo Reply Reply To All Forward Delete Follow Up Folder Copy Into New Chat Tool

 **Mississippi Electronic Courts system**  
<betsy.ward@its.ms.gov>  
08/07/2009 10:09 AM

To: betsy.ward@its.ms.gov  
cc:   
bcc:   
Subject: Mississippi Electronic Courts system PAMEC Reminder

Dear Jack Doe,  
Thank you for using the Mississippi Electronic Courts system.  
Your User Id is jj0001